

# Motor Vehicle Ownership Transfer: **OUT-OF-STATE**

City and County of Honolulu • Department of Customer Services

## Directions if you are transferring ownership of a vehicle with a title from another state:

**To transfer the vehicle title and registration, new owner(s) must bring the following to a satellite city hall within 30 days of seller's date of transfer on the Certificate of Title:**

- Certificate of Title from the other state that is properly endorsed by the seller(s), buyer(s), and if applicable, lienholder(s).
  - If the Certificate of Title is not released by the recorded owner, a notarized bill of sale must be provided.
  - If a lienholder is indicated on the Certificate of Title and has not released their interest on the certificate, a lien satisfaction letter or the original canceled contract stamped "PAID IN FULL" must be provided.
- Last-issued Certificate of Registration.
- Current state of Hawaii Safety Inspection Certificate.
- Complete and sign a City and County of Honolulu form CS-L(MVR)1, Application for registration; if there are joint owners, both owners must sign the form.
- Bill of lading or shipping receipt showing the vehicle's date of arrival on Oahu unless the vehicle has a valid City and County of Honolulu Out-of-State permit.
- If you are an active duty military service member, you may also submit a properly completed Non-Resident Certificate form CS-L(MVR)50 or Resident Certificate form CS-L(MVR)50A, which are available from your military unit or military personnel office.
- If the manufacturer's established weight for the vehicle is not available, you may be required to have the vehicle weighed at a Hawaii state-certified scale.

### **Transfer fees:**

- There is no transfer fee for an out-of-state title transfer on a vehicle that is not registered in Hawaii.
- If the vehicle holds an out-of-state permit, the transfer fee does not apply because only vehicles issued Hawaii license plates and registration are subject to transfer fees.
- If the vehicle is registered in Hawaii and has been issued Hawaii license plates, the motor vehicle ownership title transfer fee is \$10 if you complete the transfer within 30 days of the seller's date of transfer; if you fail to complete the transfer within 30 days, a \$50 penalty will be added to the transfer fee.
- If the last-issued Certificate of Registration has expired or will expire within 45 days, you will also be required to pay an annual registration fee.
  - The total required fees and taxes will be determined by the satellite city hall when you present all required documents.

*Vehicle ownership transfer is not an Express Window transaction. Although not required, an appointment is recommended for this service. Make an appointment online at [AlohaQ.org](https://aloha.hawaii.gov).*